



Granite Town Media

Advisory Committee

Meeting Minutes

22 September 2016

Present: Kevin Drew, Don Jalbert, Joe Kasper, Mike McInerney, Tom Schmidt

Absent: Dave Alcox, Kevin Federico, Tim Finan

Guests: Jon Teger ATC video production teacher

Call to Order:

Meeting called to order 7:00 PM

Minutes

Minutes approved, Joe moved/Tom 2nd AIF.

New Members

- Joe stated Lisa is scheduled to appear before the BoS Oct 10. Moved to Tuesday because Monday is Columbus Day.
- Don requested Jon Teger be added to the committee. Tom asked if he will be a community member or a school district representative. Don stated as a school district representative replacing himself. In that case there is nothing for the committee to decide as he will be appointed by the school district. Jon discussed the various programs as the school.

2017 Budget

- Mike's proposed budget has been submitted. Very similar to 2016.
- Mike mentioned there is the new version of DRUPAL ver 8, which is the engine that runs the town web site. Upgrade cost will be \$7-9k. Ideally we should upgrade next year but due to budget constraints able to delay upgrade to 2018. Tom asked if there was anything in DRUPAL 8 that Mike needed to improve the web site. Said there was not. Joe asked is we could skip a major revision, Mike said had to incorporate each major revision or rebuild the site from scratch.
- GTM revolving fund. Also pretty much the same as this year. Tom asked Mike to email committee with the proposed budget.
- Tom asked about the approval process for the two GTM revolving funds since they are separated from the town's general fund. Mike reviews the proposed budget with the town administrator and GTMAC.

Video Projects

- Mike lost two videographers Nico and Scott. Reduced staffing has impacted sports coverage but all meetings have been covered.

- 9/11 ceremony was live streamed via Facebook. Tom asked if it will be posted on Vimeo. Mike stated it is public on Facebook so anyone can view it.
<https://www.facebook.com/MilfordNH>
- Resumed covering Library Trustee meetings.
- Missed a W&S commissioner meeting due to confusion about meeting schedule.
- Recycling committee meeting was canceled so coverage will start next meeting.
- Joint BoS/budget committee meeting and school board/budget committee meeting are the same day Nov 19th.
- School budget advisory and town budget advisory committees schedule is not yet firmed up.

Equipment Upgrades

- SDI cable installed from auditorium to BoS equipment rack. Digital video is working, unable to get audio to work. Filed trouble ticket with mixer vendor. In the short term will run analog audio cable between auditorium and BoS rack.
- Did not install SDI drop in banquet hall to support meeting overflow.
- Installed solid state drive borrowed from the mobile camera kit to test meeting recording. This simplifies transfer of recorded meetings to Tightrope server at high school and with the network link Mike is able to upload from his office rather than physically going to the ATC.
- BoS meeting audio problem, was a bad microphone connection. Mike said crew will test each mic before the meeting. Videographers will monitor VU meters and headset to directly monitor audio.
- Oval Cam problems. Mike will be using a new streaming service [Wowza media systems](#) to stream the wired IP camera. Cost is \$60 per month. Needs to work with Bruce D. IT director to configure the camera. Should be ready in time for the Pumpkin Festival.

Web Site

- DPW was getting spammed from Russia. Worked with Bruce D. to capture the IP and had web developer blacklist the IP and incorporate antisпам filter.
- Joe will schedule a work session to discuss web town home page optimization.
- Tom asked about delay in posting NH primary election results. Mike said he just received the results from Town Clerk. Will be posted shortly.

Non-Public Session

- Moved to non-public session pursuant RSA 91-A:3 Personnel. No votes were taken.

Upcoming Meeting:

27 October 2016 7 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 8:11 PM

Respectfully submitted: Tom Schmidt